

**APPROVED MINUTES OF THE JULY 24, 2017 MEETING OF THE
FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, VA 22035, Conference Room 232

Attending: SBC Members

John Pellegrin, Eva Freund, Claire Tse, Cyrus Sobhani, Kelly Hebron, Elizabeth Novak, Samantha Lentz-Watts, Marvin Powell

Staff (Department of Procurement and Material Management)

Cathy Muse, Art Quintana, Jason Im, George Monge

The meeting was called to order at 7:05 p.m. by Chairman Pellegrin

Minutes from the June 26, 2017 meeting were approved without ammendment

One Fairfax Presentation

- Karen Shaban and Karla Bruce, of the Neighborhood and Community Services office, presented on the County’s resolution on “moving beyond embracing diversity as an asset and implement a new growth model driven by equity [and]... fair inclusion
- Handouts of the PowerPoint presentation were provided to all commissioners in attendance
- Commissioner Marvin Powell volunteered to be the SBC point person for One Fairfax related items

Committee Reports

Communications

- The SBC Stepping Stone video featuring CBP is finished and will be released this week
- The Channel 16 production team is still interested in recording our August 28th board meeting

Community Business Partnership

- Commissioner Hebron has notified that the Community Business Partnership is adjourned until October

Economic Advisory Council

- Commissioner Hebron has notified that the Economic Advisory Council is adjourned until September or October

Education and Outreach

- Commissioner Powell notified SBC of his efforts to increase awareness within the Sully District retail business community, regarding emergency readiness.

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- Commissioner Powell spent half a day distributing handouts of emergency procedures to Sully District retail businesses
- Commissioner Powell has proposed that commissioners responsible for a district submit ideas that can enhance education in their communities

Executive

- Commissioner Pellegrin emphasized that the Economic Development Authority was contacted to ensure that SBC is mentioned as a resource on their site
- Discussion with the Economic Development Authority, regarding general SBC matters, will take place after August
- Forthcoming consideration of incorporating One Fairfax resolution language into the SBC Charter & By-Laws has been proposed

Legislative and Policy

- July Newsletter was submitted by Commissioner Sobhani, and was distributed at the meeting
- July Newsletter items:
 - Virginia expanding its relationship with small businesses
 - Tech companies weigh in on potential Net Neutrality repeal

Media Productions

- The SBC Stepping Stone video featuring CBP is finished and will be released the week of July 24-28
- The Channel 16 production team is still interested in recording our August 28th board meeting
- Action Item:
 - Confirm the August meeting is taking place
 - Confirm that the commissioners want Channel 16 to record August meeting

Office of Emergency Management

- Commissioner Novak inquired if the Commission would wish to include future presentations from OEM

Ombuds – No Report

Strategic Planning

- Ed Reniker submitted the latest draft of the SBC Strategic Plan—which includes language from the One Fairfax resolution—via email attachment on July 17
- Action Item:
 - Confirm if commissioners want to consider setting aside further work on the draft until November

Transparency – No Report

Vendor Comments Board – No Report

Vendor Forum

- Deadline for the 2017 Beatrice Malone Small Business Award extended to September 1

Old Business – No report

New Business – No report

Staff Report

- FY 2017 SWaM Figures report is under way and DPMM may have numbers to share with the Commission in September
- Vendor Forum guest registration stands at 250
- Cathy Muse stated that the One Fairfax Community Wealth Building initiative has commenced
- Consultation with Fairfax Foundation, and other entities and individuals to enhance the Community Wealth Building initiative will be sought
- Notification of Vendor Internet Portal (VIP) shutdown was provided; July 28
- Action Item:
 - Contact Fastran about the possibility of running shuttles during the Vendor Forum

Adjournment – Chairman Pellegrin adjourned the meeting at 8:45 p.m.